

Custodial, Labor and Trades Branch
Skilled Trades Group
Automotive Maintenance Series

AUTOMOTIVE TECHNICIAN II

03/95

Summary

Under general supervision, performs skilled work in the repair and maintenance of specialized and complex gasoline and diesel automotive and related equipment; performs related work as required.

Typical Duties

Performs general overhaul and repair on all types of gasoline and diesel engines; maintains and repairs such specialized equipment as bulldozers, sweepers, graders, power motors, fire apparatus, including pumps and special attachments and aircraft support equipment; replaces valves, pistons, piston rings, main bearings and crank shafts; grinds valves and valve seats; re-assembles engines; tests, tunes and adjusts carburetors, electrical timing, clutches, transmissions and differentials; operates a dynamometer machine; aligns, repairs and rebuilds front ends; as assigned, performs state vehicle inspections; maintains records of time and materials used on each piece of equipment; may perform some welding; supervises and trains subordinate mechanics as assigned.

Minimum Qualifications

Training and Experience: Graduation from high school or G.E.D. and four years experience in the repair of automotive equipment, including two years of experience at the level of Automotive Mechanic I; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Considerable knowledge of the methods, principles and techniques used in the repair and maintenance of automotive and related equipment; considerable knowledge of the use and care of tools and equipment of the trade; considerable knowledge of the occupational hazards and safety procedures of the trade; some knowledge of maintenance procedures of diesel engines and related equipment; some knowledge of computer controlled engines and equipment; some knowledge of air conditioning service and repair; some knowledge of the theory of hydraulics.

Ability to identify, diagnose and repair automotive mechanical problems; ability to operate diagnostic equipment; ability to follow oral and written instructions; ability to read and understand maintenance manuals; ability to train subordinate employees; ability to establish and maintain effective working relationships with fellow employees; ability to maintain repair and time records.

Skill in the use and care of tools and equipment of the trade.

Special Requirement: If appointed to department which does not provide tools of the trade, a tool allowance will be provided. A list of the minimum departmental tool requirement is on file in the Personnel Department; may be subject to call during non-working hours. Positions assigned duties which require a Commercial Driver's License (CDL) to operate vehicles on public thoroughfares, [or positions of a safety sensitive nature with Mass Transit], are subject to federal drug and alcohol testing regulations, which include preemployment, post-accident, reasonable suspicion, random, return to duty and follow-up testing.

Physical Requirements: Mobility within an automotive shop; test drive automotive equipment within the repair yard and/or on City streets; lift and carry heavy equipment (up to 50 pounds).

Licenses and Certificates: Class "B" Commercial Driver's License .

Director of Personnel

Department Head